

DELAWARE WATER GAP BOROUGH COUNCIL MINUTES
APRIL 7, 2014

The regular meeting of the Delaware Water Gap Borough Council was held in the Francis (Casey) Drake Borough Building on 49 Main Street Delaware Water Gap, PA on Monday, April 7, 2014. Council members present:

President Wayne MacWilliams, Vice President Bill Buzzard, George Munn, Susan Wilson, Elvi DeLotto, Jack Shoemaker and Eileen Noelle White. Mayor Robert Gallagher was present. Also present were Solicitor Todd Weitzmann, Engineer Melissa Prugar of Boucher & James, Inc., Water Plant Operator Craig LaBarre, Fire Chief Brad Miller, Police Chief Jeffrey Williams and Borough Secretary Ileana Hernandez. President MacWilliams opened the meeting at approximately 7:30 p.m. with the Pledge of Allegiance.

Treasurer's Report/Minutes

MOTION made by J. Shoemaker, seconded by E. DeLotto to accept the Treasurer's report and to pay the bills in the proper manner and accept the March 6, 2014 minutes. Motion passed unanimously. **MOTION** by S. Wilson seconded by J. Shoemaker to approve the purchase of the 2014 Quick Book Update. Motion passed unanimously.

Superintendent's Report

Roads

Superintendent Gallagher noted that all the Borough roads are cracked and requested authorization to get prices on sealing the roads. J. Shoemaker stated that the shoulders are bad and we will lose the roads if we don't do it. B. Buzzard suggested tar and chipping the real bad areas. B. Gallagher was authorized to obtain prices on sealing of the roads and tar and chipping Kimberly Road.

Laird Hydrant

Superintendent Gallagher reported that the hydrant at Laird has been repaired. He completed the meter readings but found that although the hydrant leak the Laird meter had reflected this. After investigating he found another meter that was not being read. He recommended that Laird be billed for all the water lost from the damaged hydrant. Superintendent Gallagher was directed to work with Water Operator C. LaBarre to estimate the loss.

Engineers Report

Engineer Melissa Prugar presented information on the time line and proposed estimate to be submitted to DCED for Well #4 project. B. Buzzard asked if adequate time had been given. Engineer Prugar reported that Engineer Gable had planned a four-month construction starting in October finishing up in January/February. B. Buzzard asked if they would give the Borough more time if needed. J. Shoemaker and B. Buzzard asked that a buffer be built into the time line. Council requested that Water Operator Craig LaBarre look at the proposed information and that he must

concur with it before Council moves forward. B. Buzzard stated that Engineer Gable had done a lot of work on this project without authorization from Council.

MOTION made by B. Buzzard seconded by E. DeLotto that Council, Engineer, and Craig LaBarre coordinate efforts and no major effort should be taken before Craig LaBarre has input. Motion passed unanimously.

Craig LaBarre reported that the water usage was down since the leak and the hydrant at Laird were repaired. There are still some issues with Well 6&7 Project and the next step will be to contact the manufacture. W. MacWilliams asked who should do this. Engineer Gable of Boucher and James should contact the manufacture.

Well #4

MOTION by E. DeLotto seconded by J. Shoemaker to accept the proposal to from Samuel Strothoff Co., Inc. in the amount of \$2,200.00 to set up and run four hour capacity test for well #4 and pull and remove temporary pump, televise well & interpret results to give recommended corrective action in the amount of \$1,000.00. Motion passed unanimously

Mayors Report

Mayor Gallagher reported nine citations and one warning were issued. Chief Williams is working on a Neighbor Hood Crime Watch. Chief Williams informed Council he was also working on obtaining a medicine lock box for the Borough where residents may dispose of their unused medications. He is also working to have flu/shingles shot administered in the Borough for residents fifty and over at approximately five dollars for both. Council thanked Chief Williams for looking out for our residents by providing these programs. Mayor Gallagher reported a body had been removed in Diana's Bath. National Park Service officials thought this was on their property. He will be setting up a meeting with the DWGNPS to show them where our property is. B. Gallagher also explained that the gate leading to Lake Lenape has been changed to a combination lock with the NPS and Fire Chief having the combination.

Solicitors Report

Uniform Construction Code

Solicitor T. Weitzmann had circulated copies of the proposed Uniform Construction Code Ordinances for Council to review. He recommended Council have a company lined up before they opt in and request a waiver from the six- month waiting period. He informed Council that Boucher & James, Inc. offers this service.

Fairway Estates

Solicitor Weitzmann reported that all the residents of Fairway Estate had signed the Indemnification Agreement. All the legal descriptions of the road itself are from the preliminary submission. They discovered the Court House official records are not adequate and Attorney Wolf's description is the most clear. Engineer Melissa Prugar stated that the descriptions close the road and meets the physical features in

the plan. G. Munn asked if the Solicitor and Engineer felt comfortable should they have to defend the Borough. Solicitor Weitzmann stated that you could use that report to determine the line. It is a clear description and they are comfortable with it. A deed will be prepared with the description they have.

Zoning Report

Secretary Hernandez reported that the Zoning Officer had met with the Delaware Water Gap Municipal Authority and the company interested in purchasing Laird. Council asked Solicitor Weitzmann to confirm if the ordinance mandates they have to use Borough water and if the well can be metered. Solicitor Weitzman stated that he understands that the Borough has a mandatory connection. C. LaBarre stated that if the water ordinance were to be amended this would be the time for physical separations of lines since Department of Environmental Protection has been asking for this.

Fire Department Report

Fire Chief Miller informed Council he would be meeting with representative of the Monroe County Community Development Block Grant to review the options for a grant to fix up the firehouse. They are getting estimates to pave the parking lot, fix the ceiling, and install an air conditioning and a generator. They would like to create an emergency shelter. J. Shoemaker asked residents to think about serving as a volunteer or firefighter, they are both badly needed. Resident Susan Cooper thanked the fire company for having First Responders on scene while waiting for the ambulance. Chief Miller stated that he was not sure if the fire company or municipality submits the grant. Secretary Hernandez informed Chief Miller that she had been informed by representative from MCCDBG that the fire company could submit the grant under their name.

Delaware Water Gap Municipal Authority Well #6 & #7 Filtration Project

The DWGMA met with Engineer Mike Gable and Water Operator Craig LaBarre to discuss the filtration and connection of Well 6 & 7 on Mountain Road. They were concerned about backwash water being used. They requested that once the project is stabilized they should be provided with a monthly report.

The DWGMA is giving the Borough the authority to remove the old tanks and manhole raisers. The Municipal Authority had companies look at them and they were not interested in purchasing or using them since they are not in any condition to be guaranteed. Superintendent Gallagher stated that he and his assistant Alan Blakeslee had cleaned up the area separating debris into different piles before the trail volunteers did their cleanup. The group was pleased with the assistance. Tires and metal were gathered along with rubbish. Any money collected by recycling the items will be deposited in the trail escrow account.

Waste Management

Waste Management offered the Borough a one -year extension to the current contract with the same terms and conditions. **MOTION** made by S. Wilson seconded by G. Munn to accept the one-year extension. Motion passed unanimously.

Open Space Committee

May 31st Community Kick-Off for the L-WGTPAX

Open Space Committee Chair Susan Cooper updated Council on the May 31st Community Kick-Off for the Liberty-Water Gap Trail PA Extension. The newly created brochures for the L-WGTPAX and Cherry Creek Loop Trail will be distributed. There will be a recreational bike ride from Portland through Slateford to Delaware Water Gap starting at 8:00 a.m. The riders will be escorted by NPS and Portland Officers and met by the Delaware Water Gap Officers. Suburban EMS will be there for the day. Delaware Avenue will be used for staging and there will be two porta- potties. There will also be an interpretive hike on the Appalachian Trail. S. Cooper requested approval to send letter to DWGNPS for escort, water station on Arrow Island, and Special Event Permit from PADOT. **MOTION** made by E. DeLotto seconded by J. Shoemaker to approve the sending of letters to appropriate individuals and request a Special Event Permit from PADOT. Motion passed unanimously. S. Cooper informed Council the dedication of an Appalachian Trail Community will be on Founders Day, June 28th and Representative Rosemary Brown and DWGNPS Superintendent John Donahue and DWGNPS Trail Superintendent have already committed to speak. J. Shoemaker stated that the Borough should have an Officer on duty for May 31st.

Borough Hall

E. DeLotto reported that at the Beautification Committee meeting there was discussion on improving the Borough Hall. When carpeting was brought up the concern of water run off and mold was brought up. The Committee is requesting for a proposal to waterproof the inside and outside of the building. Council agreed to obtaining proposals.

Economic Development Committee

E. Noelle-White informed Council that Solicitor Weitzmann helped with an agreement between the Borough and Debora Ketterer for the business directional sign to be located on their property. Chuck Cooper of the Edge of the Woods is one of the speakers in an event in Calhoun, NY and is promoting the Borough by not only speaking about our qualities but also distributing the new business brochures.

Beautification Committee

E. DeLotto reported the committee would be painting the inside of the hall. They are hoping to receive paint donations from paint stores. They hope to create a cabinet around the existing shelves in the back of the hall. Two fund raising dinners have been planned at Antelao on April 22nd and 23rd. Funds raised will go towards window boxes and flagpole. They plan to set wine barrel planters on the front side of the building where people are constantly making U-turns. Vogel's will be

donating this years flower. James Strauser is looking to work with the Borough to create pocket parks. One of the locations proposed is to create more seating between the Borough Hall and the Church. Plans to cut and put a retaining wall on the side of the Hall by the flagpole were discussed. There is also work proposed for the Veterans Memorial once the swale is created to guide the water from the Memorial. Val and Jeff Higbee have already re-strung the flag donated by Walt Conway on the pole. A plant swap is being planed for June 7th from 9a.m. to Noon at the festival site. E. DeLotto thanked Susan Cooper for the flowers at the bridge flower boxes.

Road Committee

J. Shoemaker thanked B. Gallagher for keeping Borough roads safe. It was very challenging. They will be working on sealing the cracks to continue to keep them safe.

Recycling Committee

S. Wilson stated that there are only five recycling cans left so we will be looking for grant opportunities to purchase more.

Finance Committee

B. Buzzard reported he is looking for the difference of close to \$60,000 in the grant money for well#4 Project. There is no money overrun but this project has to be done correctly.

Comments

Susan Cooper requested a letter from Council on continuing the outdoor barbeque this year. **MOTION** made by B. Buzzard seconded by E. DeLotto to provide the letter as long as Zoning Officer Larry Freshcorn signs off on it. Motion passed unanimously. Council noted that once the weather clears up the collapsed shed on Waring would be cleaned up as well as the fire hydrant in front of the Deer Head Inn.

Executive Session

MOTION made by B. Buzzard seconded by G. Munn to go into Executive Session. Motion passed unanimously.

Regular Meeting

MOTION made by B. Buzzard seconded by S. Wilson to close Executive Session and move to Regular Meeting. Motion passed unanimously. President MacWilliams announced that the Executive Session was to discuss potential litigation.

Adjournment

MOTION made by B. Buzzard seconded by J. Shoemaker to adjourn the regular meeting. Motion passed unanimously.

Respectfully submitted